

**CITY OF AUBURN
TELECOMMUNICATIONS COMMISSION**

**Friday, September 12, 2003
4:00 p.m. to 5:30 p.m.**

Auburn City Hall
Room 10, 2nd floor
1225 Lincoln Way, Auburn, CA 95603

AGENDA

1. ROLL CALL AND DETERMINATION OF A QUORUM

At least three Commissioners are required to be present in order for action items to be decided.

2. AGENDA APPROVAL

This is the time for the public and/or Commission members to ask for removing, postponing, or changing the listed sequence of an agenda item.

3. PUBLIC COMMENT

This is the time for the public and any Commission member to bring to the attention of the Commission anything related to the Commission's responsibilities which is not on the agenda. The Commission cannot take action on items presented during public comment.

4. APPROVAL OF MINUTES

Review and approve of minutes for the regular meeting of **August 8, 2003**.

5. BUSINESS

- A. Review response from Charter regarding Gantt chart outline/timeline letter [review meeting 7/10/03] and determine any further action.
- B. Charter upgrade progress – to include;
 - a. *PEG Studio*
 - b. *On-site visits by Commissioners*
 - c. *Invites by Charter engineers and Commission members availability*
- C. Discuss weekly reports from Charter and determine if any action is required at this time;
- D. ACTV update
- E. Status of document regarding Explanation of Installation fees to downtown businesses
- F. Charter's next visit to City Council
- G. Telecommunications strategy/planning recommendation status
- H. Discuss standardizing a schedule for Telecommunications Commission meetings
- I. Discuss and determine ATC Business cards for commission members

6. CORRESPONDENCE

Review of correspondence received after agenda was mailed to Commissioners.

7. INFORMATION AND ANNOUNCEMENTS BY COMMISSIONERS

8. AGENDA ITEMS, DATE, AND TIME OF NEXT MEETING

9. ADJOURNMENT